


## Edit Course Offering Start or End Date and Time
















You can edit the Start and End dates for your course offering on the Course Offering Information page.

1. On the navigation bar, click  **Course Admin**.

Course Home Content My Media Assessments Communication Resources **Course Admin**

2. Click  **Course Offering Information**.

### Tools

|   |   |  |
|---|---|--|
|  Announcements   |  Assignments               |  Attendance                         |
|  Book Management |  Broken Links              |  Calendar                           |
|  Chat            |  Checklists                |  Class Progress                     |
|  Classlist       |  Competencies              |  Content                            |
|  Course Builder  |  Course Design Accelerator |  <b>Course Offering Information</b> |

3. Click check-mark box and make your changes to course start/end date and time.

Start Date

Course has start date

3/30/2018 11:47 AM

*United States - New York*

End Date

Course has end date

3/30/2018 11:47 AM

*United States - New York*

**Change Course Start date and time**

**Change Course Start date and time**

4. Click **Save**.